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ADDENDUM NO. 1

Date: August 5, 2011

RSQ No. 11-0028, Commissioning Services

It is the consultant's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date for receipt of bids or proposals.

The purpose of this addendum is to clarify questions that have been asked regarding this RSQ.

1. Section 3.7.2 Page Limitation, Size, and Format – Shall be changed to read as follows:

Responses are limited to a total page count not to exceed 50 pages. This count includes all response content to include completed County Forms 1A, and 1 through 6. This count does not include the items requested in Tab E -The sample commissioning plan from one project the firm has commissioned or A sample of functional and performance tests for one commissioned project (this shall be from a different project than the sample commissioning plan noted above.), tab sheets, covers, any County-issued addenda pages or . Page size shall be 8.5 x 11 inches, not including foldouts. Pages may be single-spaced. The text size should be 11 point or larger. Use at least one (1) inch margins on the top and bottom and three-quarter (3/4) inch side margins. Pages shall be numbered sequentially by section.

2. TAB C – TEAM COMPOSITION AND SUBCONSULTANTS FORM – Shall be corrected to read:

List the key people proposed for the County's project along with any proposed sub consultants. Include a copy of each person's current State of Florida Board of Professional Regulation License, and resumes or background information on these key people proposed to be assigned to this project.

3. Will test and balance be required under this commissioning contract? **Yes**
4. Will the commissioning authority be required to submit a test and balance contractor for this proposal? **No**
5. Are firms who participated in design of the Lake County Emergency Communications & Operation Center able to apply as a sub-consultant or as a prime? **No**
6. Is the text size requirement for the sample forms? **No**
7. Can the size of the example forms be reduced so that several pages appear on a single page? **No, we prefer not.**
8. Section 1.1 Additional information for paragraph 2 :

Special Notice to Vendors Regarding Federal Requirements

Responding vendors are hereby advised that some retro commissioning projects to be contracted for under this solicitation may be funded by the American Recovery and Reinvestment Act (ARRA) of 2009 through a U.S. Department of Energy (DoE) Energy Efficiency and Conservation Block Grant (EECBG). The selected vendor (and any subcontractor utilized by the prime contractor) for this project shall comply with all terms and conditions of the applicable grant and the special terms and conditions associated with that grant, including but not limited to the Davis Bacon Act and Buy American provisions. Should any requirements or conditions of the County's scope of services or associated contract conflict with any aspect of the grants, the grant requirements shall prevail as the applicable requirement. A copy of the grant and a set of associated special terms and conditions applicable to the grant are accessible on the County procurement website as additional documents associated with this Request for Proposal. The following EECBG documents are added and may be obtained from the procurement website at http://www.lakecountyfl.gov/departments/fiscal_and_administrative_services/procurement_services/bid_details.aspx?bid_number=11-0028

9. Is there a specific place proof of insurance capabilities should go? **No, you may just put it at the end of everything (last item).**

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____